

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE CONTRACT EXTENSION**

Program Agency: Office of Contracting and Procurement (OCP)
Contract No: CW32156
Caption: Infectious Disease Training and Consulting Services
Proposed Contractor: Clinical Pharmacy Associates (CPA)

FINDINGS

1. AUTHORIZATION:

D.C. Official Code §2-354.04, 27 DCMR 1304, 1700, 1701, and 2005.2(b)

2. MINIMUM NEED:

The District of Columbia Office of Contracting and Procurement, on behalf of Department of Health (DOH) HIV/AIDS, Hepatitis and TB Admiration (HAHSTA), (The District), has a continued need to provide technical and expert consultant services for service providers seeking to improve adherence to HIV drug therapy and conduct medication reviews of clients usage of the DC AIDS Drug Assistance Program (ADAP).

3. ESTIMATED REASONABLE PRICE:

The estimated reasonable cost for six months is \$247,910.00 and yearly is \$495,820.00

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:

- A.** The current contract expires on August 16, 2017, and OCP needs to extend the current contract to have sufficient time to complete and award a new competitive contract.
- B.** On July 14, 2017, a contract extension letter was sent to the Contractor for six months of continued service under the current contract rates listed in latest price schedule for the existing contract. The Contractor concurred to the extension letter on July 17, 2017.
- C.** The Contractor agreed to provide technical and expert consultant services for service providers seeking to improve adherence to HIV drug therapy and conduct medication reviews of clients usage of the DC AIDS Drug Assistance Program (ADAP). A contract modification will be issued to extend the current contract.
- D.** The District of Columbia Government DOH ADAP program has a need for uninterrupted technical and expert consultant services for service providers seeking to improve adherence to HIV drug therapy and conduct medication reviews of clients usage of the DC AIDS Drug Assistance Program (ADAP) until a new contract is

awarded. The District is in the acquisition planning stage of consolidating requirements to develop a new solicitation.

- F. Clinical Pharmacy Associates has been providing technical and expert consultant services for service providers seeking to improve adherence to HIV drug therapy and conduct medication reviews of clients usage of the DC AIDS Drug Assistance Program (ADAP). The extension of this current contract is the only option now to ensure uninterrupted technical and expert consultant services for service providers seeking to improve adherence to HIV drug therapy and conduct medication reviews of clients usage of the DC AIDS Drug Assistance Program (ADAP) until a new competitive contract is awarded.
- G. Public Notice of OCP's intent to award a sole source contract was posted to our website for 10 calendar days pursuant to the requirements of OCP Policy 3000. The new posting was submitted to OCP's website on July 18, 2017

5. CERTIFICATION BY CONTRACTING OFFICER:

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR 1304 and that no response was received. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

Date

Wil Giles
Chief Contracting Officer, Health Services Cluster

7. CERTIFICATION BY THE CHIEF OPERATIONS OFFICER DOH:

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR 1304 and that no response was received. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

Date

Keith Fletcher
Chief Operations Officer, DOH

DETERMINATION

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under Section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code § 2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

Date

Dr. Michael Wooten
Deputy Director of Procurement, OCP